

The City Council of the City of Seabrook met in special session on Tuesday, January 05, 2016 at 5:00 p.m. in Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss, consider and if appropriate, take action on the items listed below.

THOSE PRESENT WERE:

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|----------------------------------|------------------------|
| GLENN R. ROYAL | MAYOR |
| ROBERT LLORENTE – Ex. Abs. | COUNCIL PLACE NO. 1 |
| MIKE GIANROSSO | COUNCIL PLACE NO. 2 |
| GARY JOHNSON | MAYOR PRO TEM & |
| | COUNCIL PLACE NO. 3 |
| MELISSA BOTKIN - arrived at 5:28 | COUNCIL PLACE NO. 4 |
| GLENN ADOVASIO | COUNCIL PLACE NO. 5 |
| O.J. MILLER | COUNCIL PLACE NO. 6 |
| GAYLE COOK | CITY MANAGER |
| SEAN LANDIS | ASSISTANT CITY MANAGER |
| STEVE WEATHERED | CITY ATTORNEY |
| ROBIN HICKS | CITY SECRETARY |

Mayor Royal called the meeting to order at 5:00 p.m.

1.0 PUBLIC COMMENTS AND ANNOUNCEMENTS

No one came forward to speak during the public comments portion of the meeting.

2.0 WORK SESSION ITEMS

2.1 City Council and staff will discuss Compensation Study results and consider approval or civilian and manager packages, as recommended by the consultant. (Cook / Weatherly)

Gayle Cook, City Manager, reminded Council that the documents requested at the December 15 City Council meeting were sent to them by email. The pay grades and new pay raises were prominent in those documents.

Matt Weatherly, Consultant with Public Sector Personnel, stated that the methodology employed in completing the study was explained at the December 15 City Council meeting, and the comparison and survey sample showed that several jobs were more than 5% behind market.

Because Council could not access the documents electronically from the sent email, Mayor Royal called for a brief recess so that paper copies of the documents could be retrieved and distributed.

The meeting reconvened at 5:15 p.m.

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49 Mr. Weatherly explained that Council was looking at a list of jobs that were surveyed,
50 using the job titles that currently appear on the Seabrook salary structure, and the current
51 pay range for each job, as well as the proposed move or change within the current pay
52 structure. The current pay structure contains 30 pay grades. The proposals move people
53 from their current step in one pay range to the same step in the new pay range. This is
54 not a systematic move of the entire system, but a look at each job and a recommendation
55 on moving each individual job, as needed, based on the position of the job against the
56 market average. The comparisons will change at the beginning of the next fiscal year
57 because comparators will make their own changes to job descriptions, titles, salaries,
58 benefits, salary structures, etc. Jobs do not move at the same rate in the market place;
59 however, approving the recommended moves will mean that in three years, Seabrook will
60 not have jobs that are 20% behind the market, as long as the annual STEP increases
61 continue to get approved. Because the current Seabrook salary structure is strong, if any
62 position becomes significantly below the market, that position can be moved around in
63 the table to come closer to market. There are no suggested pay cuts or freezing of
64 positions that are above the market. However, it is not unreasonable to discuss during
65 budget season whether positions at the top of their ranges should get a maintenance
66 increase.

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68 Ms. Cook explained that 60% of the positions were more than 5% below the market.
69 Because some monies have already been budgeted for these moves, and because there are
70 retirements scheduled, the gap to make this proposal work is small. The Public Safety
71 proposal approved on December 15 is \$147,000 and the Management and Civilian
72 proposals being decided tonight are \$68,000, for a total cost of \$215,000. In forecasting
73 budget numbers for 2016 and out to 2020, focusing on the General Fund, Ad Valorem
74 taxes are projected to be at \$4.3 million, with property values continuing to increase.
75 Also, the amount of inventory tax received from the new warehouse is unknown at this
76 time. Sales tax will go down over the next four years, but will climb up a little each year.
77 Reserves are now at over 50%, and over the next four years will go down to 27%, taking
78 into account that reserves would be used as needed, due to the Highway 146 project. It is
79 recommended that hurricane areas maintain 25% in reserves. There are 34 employees
80 eligible to retire in 2018, and into 2020, which means higher salaries leave and lower
81 salaries replace them. The conservative estimate for increased personnel costs is 2.75%.
82 Retirement causes a drastic need for recruitment of new employees, which costs \$500-
83 \$1200 per person, for staff time, advertising, and background checks. Training costs are
84 at an average of about \$4000 per department. The stabilization fund is in place and has
85 not been utilized. The approval of the civil service package at the December 15 meeting
86 implements about 75% of the compensation study proposal.
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Council discussed whether the financial impact is more than can be afforded over the future years. Everyone needs to be a marketer to encourage businesses along Highway 146 to stay in Seabrook, and Council needs to be good stewards of the City's money and be cautious in making budgetary decisions. The City cannot remain competitive and create a culture of loyalty without being willing to take a look at the numbers and make the necessary changes. Finally, the City staff has worked to provide quality of life for the citizens of Seabrook.

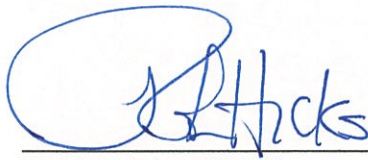
Motion was made by Councilmember Johnson and seconded by Councilmember Giangrosso

To approve the civilian and manager packages, as recommended by the consultant.

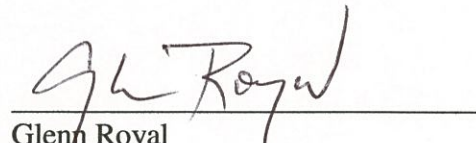
MOTION CARRIED BY UNANIMOUS CONSENT

Upon motion duly made and seconded, Mayor Royal adjourned the meeting at 5:48 p.m.

Approved this 19th day of January 2016.



Robin Hicks, TRMC
City Secretary


Glenn Royal
Mayor